

SAGAMORE HILL NATIONAL HISTORIC SITE

PUBLIC USE COUNTING AND REPORTING INSTRUCTIONS

Following are detailed instructions for collecting and reporting data to be entered on Form 10-157, Revised, Monthly Public Use Report by Sagamore Hill National Historic Site. These instructions are effective the date of issuance and will continue in effect unless changed by amendment or by memorandum from the Socio-Economic Studies Division to the superintendent approving a requested change.

Each item below describes the procedures to be followed in collecting public use data and summarizing the various elements of those data for entry on the corresponding line on the 10-157, Monthly Public Use Report.

Recreation Visits

Enter the number of visitors recorded at Visitors Center or Kiosk.

Recreation Visitor Hours

The number of recreation visits is multiplied by 2.5 hours.

Special Use Data

- Line a. TRH tour visits
- Line b. TRH group visits
- Line c. OOM casual visits
- Line d. OOM group visits
- Line e. NESA visits
- Line f. Visitor contacts
- Line n. The number of tour buses